

# **DR. ROBERTA BONDAR CODE OF CONDUCT**

The Code of Conduct for Dr. Roberta Bondar Public School is designed to provide a framework to ensure that school is a safe, productive learning environment for all. The Code of Conduct is subject to change at any time, based on directions from the Ministry of Education or The Durham District School Board.

When staff, students and families work together, a positive and productive learning environment is established where goals are set and achieved. The Code of Conduct establishes the level of behaviour expected for all, so that we have the best possible school where success and achievement are reached through cooperation, courtesy and respect.

## **ROLE OF PARENTS**

Parents play an important role in the education of their children and have a responsibility to support the efforts of school staff in maintaining a safe and respectful learning environment for all students.

Parents fulfill this responsibility when they:

- Show an active interest in their child's school work and progress;
- Communicate regularly with the school via student agendas/phones/interviews;
- Help their child be neat, appropriately dressed and prepared for school;
- Ensure that their child attends school regularly and on time;
- Promptly report to the school their child's absence or late arrival;
- Become familiar with the Code of Conduct and school rules;
- Encourage and assist their child in following the rules of behaviour;
- Assist school staff in dealing with discipline issues;
- Demonstrate respect for all students, staff and other parents.

## **ROLE OF STUDENTS**

Students are to be treated with respect and dignity. In return, they must demonstrate respect for themselves, for others and for the responsibilities of citizenship through acceptable behaviour.

Respect and responsibility are demonstrated when a student:

- Comes to school prepared, on time and ready to learn;
- Shows respect for themselves, others and for those in authority;

- Refrains from bringing anything to school that may compromise their safety or the safety of others;
- Follows the established rules and takes responsibility for his or her own action

## **DRESS CODE - Proposed**

Students are expected to wear clothing that follows the following guidelines:

- For health and safety reasons, it is necessary that every student wear footwear on school property at all times. Please consider safety when choosing footwear. Flip flops are not safe for running and playing.
- ~~Each student must have a pair of clean, non-marking gym shoes to be worn inside the school and during physical education classes.~~ **Not this year.**
- Ensure clothing with any sayings, slogans or images are positive in nature and contribute to an inclusive learning environment.
- Labeling clothing with student's name makes it easier to identify lost clothing.

Students not following these guidelines will be given a school shirt to wear or parents may be called to bring appropriate clothing.

## **SCHOOL/STUDENT EXPECTATIONS**

1. Students shall play without body contact, therefore cannot participate in contact games including wrestling, play fighting and tackle football, which are dangerous and therefore not allowed.
2. Students shall use respectful language and treat others courteously.
3. Students shall play in areas where they can be easily seen and supervised. Students shall play in their designated areas. "Out of Bound" areas are near the garbage bins, the parking lots, near fences adjoining school property and in front of the school.
4. Once they have arrived at school, students are not to leave school property **without permission** from the office and/or their parents. Students eating lunch at school must bring a note signed by a parent **each time they wish to leave the school property.**
5. Students are welcome to bring their bikes to school. Bikes are to be walked on school grounds. They are brought at the child's own risk and should be locked in the appropriate racks. The school cannot be held responsible for loss or damage to bicycles.
6. ~~Students may use the washrooms immediately following dismissal from class, at recess or at lunch. At any other time, a washroom pass from the teacher is required. Students who wish to use the washroom during a recess must get permission from the outdoor supervisor.~~ **Not this year.**

7. ~~Intermediate students may use lockers at entry times or during instructional time with a teacher's permission. Lockers and desks are school property and are subject to search by school administration, with reasonable suspicion. Principals have the right to seize contraband material. Parents/guardians will be notified by school administration if items are removed from the locker.~~ **Not this year.**
8. Students shall not bring hockey sticks, bats, baseballs, white-out, laser pointers, skateboards, scooters, roller shoes or roller blades to school. Baseball bats are to be used only during physical education classes, under teacher supervision. The school accepts no responsibility for lost items.
9. ~~Students should come to gym class prepared to participate wearing appropriate gym attire.~~ **Not this year.**
10. Students shall not chew gum in the school building or on school property.
11. Students must walk in the hallways.
12. Students are not allowed to throw snowballs.
13. Students shall not bring cologne or body sprays to school in respect for others with allergies.

## CONSEQUENCES FOR INAPPROPRIATE BEHAVIOUR

The progressive discipline approach is a process and model that is appropriate for all students. Procedures are in place for dealing with occasional instances of inappropriate behaviour. We all share the responsibility for promoting self discipline and a positive learning environment.

### **We hold the following beliefs:**

- Children must take responsibility for their own behaviour and for their learning.
- Parents, as the prime educators of children, teach by example and by discussing types of appropriate and inappropriate behaviour and are ultimately responsible for their child's actions.
- During school hours all staff are responsible for all students at Dr. Roberta Bondar Public School.

**Minor incidents** of classroom misbehaviour are dealt with by your child's teacher, which may include counselling, time out from the yard or classroom, after school detention(s), alternate /extra assignments, privileges withdrawn and community service.

**Major incidents**, including intimidating or physically harming other students, repeatedly disobeying the teachers or school rules, deliberate rudeness, fighting, hitting or resisting a teacher, vandalism, substance abuse, having a weapon on school property, theft, habitually misbehaving in class, will be dealt with by the office. When a major incident occurs, the students will be counselled and details of the incident documented and shared with parent(s).

## **SUSPENSIONS, EXPULSIONS, MITIGATING AND OTHER FACTORS.**

**Suspension** is a consequence imposed upon a student whereby he or she is prohibited from attending at his or her school and from engaging in all school related activities for a defined period of time of 1–20 days. Students may be suspended out of school for serious breaches of our school's Code of Conduct. Students serving a suspension must not appear on or be seen near school property. Failure to comply will result in further suspension, a parental interview and/or trespassing charges. During a suspension, students are encouraged to keep up with missed work. Academic programs are available for students on suspension, that extend from 6 to 10 days and both academic and non-academic programs are available for students with suspensions of 11 to 20 days in duration. Upon return from suspension students must meet with the administrator to review expectations of behaviour prior to returning to class.

### **Circumstances Leading To Possible Suspension**

A Principal shall consider whether to suspend a pupil if he or she believes that the pupil has engaged in any of the following activities while at school, at a school related activity or in other circumstances where engaging in the activity will have an impact on the school climate:

1. Uttering a threat to inflict serious bodily harm on another person \*;
2. Possessing alcohol or illegal drugs\*;
3. Being under the influence of alcohol;
4. Swearing at a teacher or at another person in a position of authority;
5. Committing an act of vandalism that causes damage to school property at the pupil's school or to property located on the premises of the pupil's school\*;
6. Bullying; or
7. Any other activity that is an activity for which a principal may suspend a pupil under a policy of the Board.

Other suspendable infractions include but are not limited to:

- a) Possessing or dispensing controlled or intoxicating substances that are not prescribed for medical purposes;
- b) Being under the influence of illegal, controlled or intoxicating substances that are not prescribed for medical purposes;
- c) Smoking on school property;
- d) Committing vandalism, destruction, damage to school property or to the property of others located on or in school premises;
- e) Stealing property
- f) Engaging in intimidation, extortion\*, harassment\*, or verbal aggression;
- g) Misusing or misappropriating school property or services, including computers and other technology systems;
- h) Engaging in hate motivated incidents\*;

- i) Engaging in gang related activity\* ,
- j) Possessing dangerous objects or substances, including for example laser pointers, gloves with studs on knuckles, or any other item deemed by the principal to be unsafe or a hazard to persons or property in the school;
- k) Committing physical assault on another person\*;
- l) Engaging in or encouraging a fight;
- m) Engaging in conduct that constitutes opposition to authority;
- n) Demonstrating poor attendance that warrants disciplinary action;
- o) Engaging in behaviour that is disruptive to the learning environment of the class or school;
- p) Engaging in conduct that is detrimental to the moral tone of the school;
- q) Wearing clothing/apparel that is inappropriate, offensive or violates the school Dress Code;
- r) Engaging in unauthorized gambling or games of chance;
- s) Engaged in bullying, including cyber bullying.

\* may require police involvement as outlined in the Policy/School Board Protocol Note:  
 In considering whether to suspend a pupil for engaging in an activity described above, a Principal shall take into account the mitigating factors, as well as the other factors listed.

**Circumstances leading to suspension, investigation, and possible expulsion.**

The following list outlines circumstances where a suspension must be imposed, pending an investigation by the principal to determine whether an expulsion by the Board is warranted. A principal shall suspend a pupil if he or she believes that the pupil has engaged in any of the following activities while at school, at a school related activity or in other circumstances where engaging in the activity will have an impact on the school climate:

1. Possessing a weapon, including possessing a firearm\*;
2. Using a weapon to cause or to threaten bodily harm to another person\*;
3. Committing physical assault on another person that causes bodily harm requiring treatment by a medical practitioner\*;
4. Committing sexual assault\*;
5. Trafficking in weapons or in illegal drugs\*;
6. Committing robbery\*;
7. Giving alcohol to a minor\*;
8. Any other activity that, under a policy of a Board, is an activity for which a principal must suspend a pupil and conduct an investigation to determine whether to recommend to the Board that the pupil be expelled.

Other suspendable infractions including but not limited to:

- a) Hate motivated violence\*; Gang related violence;
- b) Trafficking in controlled or intoxicating substances not prescribed or dispensed for medical purposes\*;
- c) Uttering threats or threatening conduct intended to intimidate\*;

- d) Engaging in harassment\*;
- e) Ongoing conduct that is refractory (persistent) that the student's presence in the school or classroom is considered by the principal to effect a danger or possibility of harm, physical or emotional, to others in the school or to the reputation of the school.  
\*require police involvement as outlined in the Policy/School Board Protocol

### **Investigation**

In the case of a suspension for reasons listed, for which a student may be recommended for expulsion, the Principal must conduct an investigation to determine whether to recommend to the Board, in consultation with his or her Area Superintendent, that the pupil be expelled.

### **Expulsion**

Expulsion is a consequence imposed upon a student, by the Board, for an activity that is determined to warrant that the student be excluded from his or her school, or from all schools in the Board, and from engaging in all school related activities, for an undefined period of time.

### **Mitigating and Other Factors**

The following mitigating factors and other factors (as specified and as may be amended from time to time by the Education Act and Regulations thereunder) will be considered. **Mitigating**

#### **Factors**

1. The student does not have the ability to control his or her behaviour;
2. The student does not have the ability to understand the foreseeable consequences of his or her behaviour; or
3. The student's continuing presence in the school does not create an unacceptable risk to the safety of any person.

#### **Other Factors**

The following criteria shall also take into account if they would mitigate the seriousness of the activity for which the pupil may be or is being suspended or expelled:

1. The pupil's history;
2. Whether a progressive discipline approach has been used with the pupil;
3. Whether the activity for which the pupil may be or is being suspended or expelled was related to any harassment of the pupil because of his or her race, ethnic origin, religion, disability, gender or sexual orientation or to any other harassment;
4. How the suspension or expulsion would affect the pupil's ongoing education;
5. The age of the pupil
6. In the case of a pupil for whom an individual education plan has been developed:
  - whether the behaviour was a manifestation of a disability identified in the pupil's individual education plan,
  - whether appropriate individualized accommodation has been provided, and
  - whether the suspension or expulsion is likely to result in an aggravation or worsening of the pupil's behaviour or conduct.

## **PERSONAL ELECTRONIC DEVICES**

Technology continues to evolve, providing students with access to personal wireless technologies that are sophisticated and inexpensive such as cellular phones, smart phones, tablets, portable digital media players and recorders, gaming systems, etc.

In keeping with the Freedom of Information and Privacy Act, unauthorized video or audio recording on school grounds for any purpose is prohibited. Further, the taking of photos, filming or recording while at school or at a school related activity, is prohibited unless approved by DDSB staff for educational purposes. In particular, the use of cameras for filming and/or recording is strictly prohibited in washrooms and change rooms. However, this is not intended to prohibit sanctioned recording of activities at events open to the general public.

Increasingly, teachers are embedding the use of personal technology into learning opportunities for students. The DDSB supports these actions and encourages this use as it is educationally based and provides opportunities for our students to develop digital citizenship skills.

It is the practice of the Durham District School Board that the use of personal electronic devices is prohibited during the school-day on school property. Unless deemed appropriate by the school administration for educational purposes, if a student brings a personal electronic device to school, it should be off and out of sight unless permission is granted. Personal electronic devices may be utilized off school property or in designated areas and during times assigned by the school. The Durham District School Board cannot assume the liability for lost or stolen personal electronic devices.

Personal electronic devices that are used inappropriately inside of schools during the normal school day are disruptive to the teaching and learning environment. The privacy and personal dignity of others could be violated by the inappropriate use of personal electronic devices to text message, social network, and/or share digital media. In addition, activities such as personal communication, game playing and social media use during class time will distract students from the teaching and learning unless it is part of the teacher's lesson design.

Co-curricular programs, such as field trips and after-school events, are an extension of the classroom, and the expectations for the use of personal electronic devices apply. Staff may approve the use of this technology for purposes of education and communication.

During an emergency, the administration in consultation with Emergency Services, may give students permission to use personal electronic devices to contact parents or guardians.

The taking of photos, filming or recording, or the broadcasting of live audio and/or video, while at school or at a school related activity, is prohibited unless approved by The Durham District School Board or Dr. Roberta Bondar Public School, and/or where proper consents have been obtained, as may be appropriate.